King County	Department of Adult and Juvenile Detention Adult Divisions General Policy Manual	
	Chapter 6 **Inmate** **Classification** **and Discipline**	
6.01.008, **Phone Restriction**	Approved By:	Director John Diaz
	Effective Date:	November 16, 2021
	Reviewed By:	PRC
	Review Date:	November 09, 2021
Distribution:	Document Code No.	

Purpose:
To establish guidelines for inmate phone restriction and phone privileges suspension.

Policy:
It is the policy of the department to minimize or eliminate occurrences of unwanted or prohibited communication by inmates to members of the public.

References:
RCW: Chapter 10.99
Department policy: 6.03.001, Restrictive Housing

Definitions:
Legal Restrictive Housing: An administrative status which is determined by internal or external investigation to be necessary as a result of alleged criminal or unwanted behavior conducted by an inmate via telephone. (This definition is specific to this policy.)
Phone Restriction: A housing designation comprised of inmates who are placed in Restrictive Housing under the sub-section, "Legal." Inmates housed with phone restrictions will have access to telephones only for the purpose of contacting legal counsel or department authorized numbers.

A. General Guidelines

1. Inmates placed on phone restriction status shall be considered Legal Restrictive Housing and shall be managed following department policy, 6.03.001 Restrictive Housing.
2. Majors or higher-ranking authority may approve phone restriction requests made by law enforcement, deputy prosecuting attorneys or assistant city attorneys.
3. Time sensitive requests for phone restriction, made by law enforcement agencies in regard to an ongoing immediate investigation, may be approved by a sergeant or higher-ranking authority until the following business day.
4. The department shall ensure an up-to-date list of inmates on phone restriction shall be available for all staff.

B. Procedures

1. SIU sergeants shall log the grounds for the application of the phone restriction and/or any failures of lesser measures taken in the database.
2. Classification staff shall conduct Legal Phone Restriction Housing Reviews following department policy, 6.03.001, Restrictive Housing and coordinate with the SIU sergeants any recommendations and/or decisions made as a result of the review.
   a. SIU sergeants shall notify the division major (or higher-ranking authority) when the requesting party no longer requires an inmate to be placed on phone restriction.
   b. The division major (or higher-ranking authority) may remove the inmate from phone restriction at that time and the SIU sergeant shall notify classification staff of the decision and take appropriate action.
3. All inmate appeals to Legal Phone Restriction Housing shall be answered by an SIU sergeant.
4. SIU shall maintain an archived database of inmates previously on phone restriction.